

# MEMORANDUM

**STATE OF ALASKA**  
**Department of Transportation & Public Facilities**  
**Alaska Marine Highway System**

To: **Master M/V Tustumena**

Date: **June 04, 2021**

From: **Captain Kevin Staples**  
**Port Captain**

Telephone: **(907) 228-7283**

Subject: **Transition Memorandum**  
**Op to Repair to OP**

\*\*\*\*\*TRANSITION\*\*\*\*\*

1. The M/V Tustumena is scheduled to leave revenue service in Homer on Tuesday, 03 August 2021. The vessel will transit to Jag Shipyard in Seward for fin replacement.
2. If the vessel is transiting outside of their normal area of operation, ensure the appropriate OSRO e.g. Chadux, SeaPro or WSMC is notified.
3. Sea watches will break the nearest noon or midnight following arrival at Jag Shipyard, at which time the vessel will enter overhaul/repair status.
4. The appropriate IT Work Request will be submitted to ensure continuity of computer services during the overhaul period.
5. Crew members will receive meal and lodging per diem if the vessel is unable to provide those services per respective bargaining agreements, as determined by the Operations or Engineering Manager.
6. IBU will work 8.4 hour days, five consecutive days followed by 2 days off. MM&P will work 12 hour days on a 2X2 rotation. MEBA work schedule will be in accordance with MEBA CBA, unless a LOA is signed to address an alternate work schedule.
7. Sea watches will be set at the nearest noon or midnight, prior to departure from Seward, on or around Monday, 23 August 2021.
8. Revenue service is scheduled to resume on Tuesday, 24 August 2021 out of Homer.

1. Manning levels on 03 August 2021:

<u>Deck</u>	<u>Engine</u>	<u>Steward</u>	<u>Purser</u>
1 Master	1 Chief Engineer	1 Chief Steward	1 Chief Purser
1 Chief Mate	1 1 <sup>st</sup> Asst. Engineer	1 Chief Cook	
1 2nd Mate	1 2 <sup>nd</sup> Asst. Engineer	1 2nd Cook	
2 3rd Mates	2 3 <sup>rd</sup> Asst. Engineers	1 Head BR	
1 Boatswain	1 Jr. Engineer	1 Head Waiter	
6 Able Bodied Seamen	3 Oilers	1 Mess Steward	
3 Ordinary Seamen	1 Wiper	1 Utility Steward	
1 O/S Porter			
1 Watchman			

Cc: Captain John Falvey, General Manager (via email)  
 Captain Tony Karvelas, Operations Manager (via email)  
 Mr. Matthew McLaren, Business Dev. Manager (via email)  
 Ms. Lily Albecker, Budget Analyst (via email)  
 Captain Umeko Seaver, Port Captain (via email)  
 Captain Kevin Staples, Port Captain (via email)  
 Mr. Hakan Sebcioglu, Port Steward (via email)  
 Ms. Denise Pooler, Passenger Services Inspector (via email)  
 Terminal Operations Management (via e-mail)  
 Ms. Kerri Traudt, Scheduling Coordinator (via email)  
 Ms. Aprill Gass, Licensed Dispatcher (via email)  
 Ms. Deborah Porter, Dispatch Supervisor (via email)  
 Mr. Craig Bisson, Unlicensed Dispatcher (via email)  
 Mr. James Corrao, Unlicensed Dispatcher (via email)  
 Ms. Leslie Brewer, Administrative Officer II (via email)  
 Ms. Vendula Cadiente, Administrative Assist. II (via email)  
 Ms. Julia Scarzella, Accounting Tech II (via email)  
 Ms. Christen Harrington, Environmental Spec IV (via email)  
 Ms. Linda Hall, Office Assistant I (via email)  
 Master, AMHS Vessels (via email)  
 Chief Mate, AMHS Vessels (via email)  
 Chief Engineer, AMHS Vessels (via email)  
 Chief Purser, AMHS Vessels (via email)  
 Chief Steward, AMHS Vessels (via email)

Mr. Cisco Flores, Marine Engineering Manager (via email)  
 Mr. Tom Carey, Port Engineer (via email)  
 Mr. Bill Gann, Port Engineer (via email)  
 Ms. Nicole Lamanna, Vessel Construction Mgr I (via email)  
 Mr. Wayne Phillips, Vessel Construction Mgr III (via email)  
 Ms. Shanna Burns, Human Resources (via email)  
 Mr. Matthew Cabrigas, Technical Services (via email)  
 Ms. Leah Wilson, Payroll Services Supervisor (via email)  
 Ms. Diane Anderson, Finance (via email)  
 Mr. Nino Bohulano, Finance (via email)  
 Mr. Don Owens, SE Warehouse (via email)  
 Ms. Cherish Petrenchak, Procurement (via email)  
 Ms. Suzanna Lessard, Procurement (via email)  
 Mr. William Miller, ISM Coordinator (via email)  
 Ms. Amy Wilson, Training Coordinator (via email)  
 IT Network Specialists (via email)  
 Labor Relations (via email)  
 Ms. Danielle Doyle, Dev Spec II, (via email)  
 Ms. Dawn Millen, Publications Specialist III (via email)  
 Mr. Rex Hallman, Research Analyst (via email)  
 MM&P - Seattle  
 IBU - Juneau/Ketchikan  
 MEBA - Seattle